



**HEALTH PLAN AGREEMENT  
FOR PARTICIPATION IN  
THE UTAH STATEWIDE IMMUNIZATION INFORMATION SYSTEM (USIIS)**

November 1, 2000

USIIS is a computer based immunization registry and tracking system implemented by the Utah Department of Health and its partners. It is intended to aid health care providers and health plans with immunization information for patients, including tracking, recall and assessment. Patient, provider, or health plan specific information is only available to authorized users and the Utah Department of Health.

A Health Plan that reports information in good faith is not liable for reporting the immunization information to the Department of Health for use in the system. The immunization records of all Utah children may be included in the system unless the individual or parent or guardian withdraws. An individual or parent or guardian may withdraw at any time.

Participation in the USIIS network is voluntary. USIIS is developed under the authority of the following provisions of the Utah Code: Title 26, Chapter 3, Health Statistics; Title 26, Chapter 6, Communicable Diseases Control Act, Section 26-1-17.5, Title 53A, Chapter 11, Part 3, Immunization of Students, and Utah Administrative Rule 380-800 Immunization Coordination.

Name of Health Plan: \_\_\_\_\_

Name of the Organization's Representative: \_\_\_\_\_

Title of the Representative: \_\_\_\_\_

Street address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

As a condition of participating in USIIS the above Health Plan enters into this agreement with the Utah Department of Health.

The Health Plan agrees to use USIIS only for the immunization needs of its members. The Health Plan and its personnel agree to access the registry system only when needed to assure adequate immunization of a patient, to avoid unnecessary immunizations, to confirm compliance with mandatory immunization requirements, to control disease outbreaks, to audit immunization records internally, and to collect data for HEDIS reports. If the Health Plan or its personnel violate this agreement or uses the system in an unauthorized manner, the Utah Department of Health reserves the right to terminate the agreement.

The Health Plan shall adhere to the requirements in Attachment A, USIIS Confidentiality and Security Policies, which is incorporated by reference into this agreement. The Health Plan agrees that it must safeguard its user ID and password against use other than allowed by this agreement. The Health Plan understands that unauthorized disclosure of confidential information may result in significant criminal or civil penalties pursuant to the Utah Code Section 26-23-6.

The Health Plan is responsible for the actions of its staff regarding the confidentiality of information contained in the registry system. The Health Plan shall require each staff user to sign a USIIS confidentiality agreement (see Attachment B, USIIS Confidentiality Agreement Form) and keep it on file for review by the Department of Health.

The participating Health Plan shall cooperate with the Utah Department of Health in providing information about the system and the right to withdraw from the system. It is sufficient to publish in the Health Plan's newsletter annually the following:

*"To assure adequate immunization and to control disease outbreaks, the immunization record of each Utah child is included in the Utah immunization coordination system. A parent or guardian may withdraw the child from the system. If you wish to withdraw your child from the system, please contact (801) 538-9452 or [www.usiis.org](http://www.usiis.org)."*

The USIIS program is responsible for withdrawing the child or individual from the database and notifying the Health Plan if the child has withdrawn from participation in USIIS.

The Health Plan shall give USIIS the patient and immunization information about its members who are under 18 years of age. If additional non-immunization information is included, the Health Plan shall instruct USIIS to destroy it.

The Health Plan shall submit the childhood immunization information to USIIS promptly after obtaining it. In accordance with R386-800-7, the Health Plan who reports information in good faith pursuant to the Immunization Coordination is not liable for reporting the immunization information to the Department of Health for use in the system.

If the Health Plan makes the requests to the USIIS program, the USIIS shall provide technical assistance to the Health Plan for collecting the immunization information for HEDIS reports; producing the recall lists for the Health Plan's members whose vaccinations are due or overdue; and conducting USIIS's assessment of the overall immunization status for the Health Plan.

Software provided by the Utah Department of Health to the Health Plan to use in the USIIS system, including the Kids Immunization Data System (KIDS), WebKIDS, WebKIDS Lite, and the USIIS central database, is the property of the Utah Department of Health. The Utah Department of Health retains all rights in the software and grants the Health Plan a non-exclusive license to use the software. The Health Plan may not modify the software or provide it to others without the express written consent of the Utah Department of Health.

Either party may terminate this Agreement upon thirty days prior written notice to the other party. In the event of termination, the obligation of confidentiality set forth herein shall survive such termination.

*Signing this form signifies agreement to be a participating provider and a USIIS authorized user. Please sign, keep a copy for yourself, and return the original to Christine Perfili, USIIS Program, Utah Department of Health, Box 142001, Salt Lake City, UT 84114-2001*

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Signature of Health Plan Authorized Representative

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Date

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Signature of USIIS Authorized Representative

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Date

Attachment:

A: USIIS Confidentiality and Security Policies

B: User Confidentiality Agreement